

BROOKINGS CONSERVATION DISTRICT BOARD OF SUPERVISORS
MINUTES OF MEETING
WEDNESDAY, AUGUST 3, 2022 – 8:15 AM **BCCD DISTRICT BUILDING**

MEMBERS PRESENT: Darrell DeBoer, John Heylens, Rick Kerr, Jerry Oines, Brad Hanson
District Advisors: Stephne Miller, Mark Stime

ABSENT: Mike Bjerke, Advisor; Larry Jensen, Advisor

OTHERS PRESENT: Joan Crooks, Jon Finnegan, Jeremy Sova – NRCS District Conservationist; Nikole Ziegler

Chairman Kerr called the meeting to order at 8:15 am.

APPROVAL OF AGENDA: Oines moved to approve the agenda, second by Hanson. Motion carried.

APPROVAL OF MINUTES: The minutes of the June 6, 2022 meeting were sent to the supervisors prior to this meeting. DeBoer moved to approve the minutes, second by Heylens. Motion carried.

NRCS OFFICE REPORT – Jeremy Sova, NRCS District Conservationist reported on NRCS activities (see attached). Copies of the submitted Upper Deer Creek CIS Proposal were given to the board.

CONSERVATION PLANS – Eleven (11) CRP plans were presented for signature. Oines moved, second by Kerr, to sign the plans presented. Motion carried.

TREASURER’S REPORT:

General Fund Balance (7/31/2022)	\$ 78,388.98
Money Market II	\$ 50,827.54
Big Sioux Water Festival (<i>non-conservation district funds</i>)	\$ 15,752.73
Accounts Receivable (as of 8/2/2022)	\$ 106,552.56
Accounts Payable:	
BankStar – 2021 Kubota Tractor - Principal	\$ 109,000.00
(4 annual pmts. Of \$13,500.00)Maturity 5/4/2027	
Paid on acct	<u>\$ 49,000.00</u>
Loan Balance	<u>\$ 60,000.00</u>

DeBoer moved to accept the treasurer’s report, second by Hanson. Motion carried.

RECEIPTS & DISBURSEMENTS AND BILLS PRESENTED FOR PAYMENT:

Hanson moved, second by Oines, to approve the receipts and disbursements and the bills presented for payment. Motion carried.

REPORT ON DISTRICT SERVICES & CORRESPONDENCE :

Joan Crooks, District Manager and Jon Finnegan, Conservation Resource Specialist

VEHICLES/EQUIPMENT/ REPAIRS/MAINTENANCE/LEASE TRACTORS

- Fabric Machine – cost of a new machine is approximately \$16,500. The current machine will be taken to have welded.
- Sovema Tiller – Finnegan priced new tillers through Case – cost \$1200-\$1300 with a 6-12 month wait time.
- Maxxuum Tractor – discussion was held whether to fix or to put out on bids to sell.
- 2023 Fabric – Jon has ordered a container of fabric from Agassiz (approx. 600 rolls) – Estimated cost \$60,000.

OFFICE/BUILDING/LANDSCAPE

- Storm Damage – Construction on the building is scheduled to start in a couple of weeks. Rafters are ordered. Wider and new over-head doors will be installed. Joan and Jon have been getting quotes for building, equipment and supplies lost and/or damaged from the storm. These bills have been emailed to the claim’s adjustor.

- **2023 District Services** – Jon is making contacts of people interested in planting trees in 2023. We are already receiving a few hand plant orders for next year. Nursery order forms and price lists won't be available until October. Joan has put an order request in to Bailey Nurseries and Schumacher's. Prices for district services will be reviewed after the tree pricing sheets come out.

EMPLOYEE/SUPERVISOR REPORT ON MEETINGS/EVENTS ATTENDED_ -

July 13, 2022 – Vermillion-Big Sioux Area Employee Meeting – Hartford, SD – Crooks and Finnegan reported on the meeting.

July 30, 2022 – Bruce Honey Days Parade – Kerr pulled the BCCD enclosed trailer in the parade and threw out candy along the parade route. There was a big crowd for the parade.

NEW BUSINESS:

- **Annual Conservation Tour** – Tuesday, August 9, 2023, 10:00 am – 2:30 pm. We will meet at the BCCD Building. Theme for the tour is "Water Quality and Non-traditional Landowners". Lunch will be at Oakwood State Park Picnic shelter – pork loin, potato salad, chips, and bars. Joan and Jon will take care of the lunch preparation. Bankstar will donate a cooler of water. BATA will provide the tour transportation. We are planning for 20-25 people.
- **2022 Land Judging School** – Land judging school is tentatively scheduled for Tuesday, September 13, 2022. Joan will follow-up with Don Sutera, Ag Instructor at Sioux Valley High School.

UPCOMING MEETINGS/EVENTS:

- August 16-17, 2022 – North Central/Northern Plains Employee Leadership Conference – Ramada by Wyndham, Sioux Falls, SD. This event has been cancelled, due to lack of attendance.
- 2022 SDACD Convention – Sep. 18-20, 2022 – Oacoma Arrowwood Cedar Shores – Those planning to attend: Crooks, Kerr, DeBoer and maybe Finnegan. The Big Sioux Nursery will hold their annual meeting on Tuesday, September 20 – 10:00 am – Noon.

EXECUTIVE SESSION: DeBoer moved, seconded by Hanson, to enter into executive session for the purpose of discussing personnel. Motion carried.

The board came out of executive session at 10:45 am.

Joan Crooks announced that she will be retiring at the end of the year. She will be available to train her replacement. The board discussed advertising the position, salary, benefits etc. Hanson moved, seconded by Heylens to advertise the office manager position at a starting wage of \$22-\$25 per hour (DOE) with a benefits package including South Dakota Retirement Plan, vacation leave, sick leave, paid holidays, and flexible hours. Other benefits to be determined (health insurance). Motion carried.

Joan will update job description. Job announcement will be put in the Town and Country Shopper, Facebook and the BCCD Website and also sent to the County HR Department and SD Districts email group. Other suggestions for advertising: SD Jobs and SDSU job announcements.

OTHER BUSINESS: none

NEXT SCHEDULED BOARD MEETING: Wednesday, September 7, 2022 at 8:15 AM - BCCD Building at 130 42nd Street.

Being no further business to come before the meeting, Chairman Kerr declared the meeting adjourned at 10:56 am.

Joan Crooks, Recording Secretary